

SOUTHEAST ALLIANCE- LOCAL HUMAN RIGHTS COMMITTEE

Regular Meeting: Tuesday April 9, 2013 at 5:30 PM

Location: 1st Floor Large Training Room- H-NNCSB Bldg. 300

DRAFT

Members Present:

Lisa O. Hillman, Chair

Kevin Moran

Vicki Pegram

Dr. John Dawson

Nathaniel Parker

Members Absent:

Monica Larkin

Michelle Guide

Advocate(s):

Hillary Zaneveld

Affiliates Present:

Candace Stokes, American Treatment Center

Julie Palmer, The ARC of the Virginia Peninsula, Inc.

Christopher Jones, Colonial Behavioral Health

Terri Keesee, Connect Youth and Family Services

Leasa Suttnerberg, Family Behavioral Health and Healing

Vincent Hamilton, Gray's Family Services

Michelle Iwaniw, H-NNCSB

Christal Britt, Integrated Health Services

Jennifer Mitchell, Integrated Health Services

Hollie Stephens, Lutheran Family Services

Diane Exner, Lutheran Family Services

Matt Hescok, Lutheran Family Services

Jacqueline Estrada, Mid-Atlantic Family Services

Tanikka Mason, Second Chance You Services

Chanel Wright, Together Lives Change

Julie Palmer, Together Lives Change

Affiliates Absent:

None

Member of the Public:

None

I. Call to order/introductions:

Ms. Lisa Hillman called the meeting to order at 5:44 PM. Introductions were made by all members and affiliates.

II. Approval of Agenda and previous minutes:

A correction of the Minutes from the meeting on 8 January was asked for by Ms. Pegram. The correction was a change from “redundancy” to “incongruence” as related to the policy submitted by Connect Youth and Family Services. A motion to approve the minutes with the correction was made by Mr. Parker and seconded by Dr. Dawson and unanimously approved without further discussion. A motion was made by Mr. Parker, to amend the agenda allowing the Advocate Report to be moved before New Business. The motion was seconded by Dr. Dawson and unanimously approved without further discussion.

III. Public Comment:

There were no public comments.

IV. Old Business:

There was no old business discussed

V. Advocate’s Report:

Ms. Zaneveld, Human Rights Advocate, provided instructions to the affiliates with regard to policy and reports. She advised the affiliates that this was Ms. Hillman’s last SEA LHRC committee meeting and that her term will end on 30 June 2013 and that the SHRC can close the SEA LHRC if the position remains vacant for an extended period of time. She thanked Ms. Hillman for her services and there was a presentation to Ms. Hillman of a plaque from the SEA LHRC. Ms. Zaneveld then informed the affiliates that Ms. Hillman’s position is that of a “General Interest” slot on the LHRC. She also invited the affiliates to become LHRC members at other LHRC locations and provided affiliates with information on how to obtain applications for membership.

Ms. Zaneveld informed the affiliates that the CHRIS system is now in use and that it is a database for Human Rights All Phase I providers, larger providers that serve ID clients, should now be using CHRIS. She advised the affiliates that if they do not know what phase they are assigned to, they should contact Margaret Walsh’s office. There is upcoming training for Phase II providers (others serving ID clients) at Eastern State Hospital. Providers that do not serve ID clients will probably be Phase III or IV.

Ms. Zaneveld announced that Tim Jones is now the newest Human Rights Advocate. It was noted by Ms. Zaneveld that it appears that training may be needed on how to identify and report complaints. She explained that, on site visits to provider locations, staff members were unable to identify what a complaint is with regards to the Human Rights regulation. Training slides are available through The Department website.

Ms. Zaneveld took time to educate the group on the Authorized Representative (AR) process. She explained the difference between an AR and a Legal Guardian. She further explained to the group that an AR for one organization is not automatically the AR for another organization. The affiliates were also made aware that they can not use the capacity determination from another provider without permission.

VI. New Business:

Gray's Family Services presented changes to their Behavioral Management policy. These changes were; moving from CPI to TOVA with all staff trained as of 13 March 2013, the development of an integrated system to deal with client, the use of physical interventions as a last resort. They also presented new program rules addressing personal preference and smoking limitations, a no contraband policy of not allowing weapons or drugs on premises, and the use of seat belts for safety. Ms. Zaneveld advised Gray's Family Services that their Behavioral Management program needs to be approved by the LHRC with regard to the use of restraint and time out. She further advised that they identify visitation hours in their plan and clarify what is considered "appropriate clothing." Also in their Program Rules of Conduct, HR Advocate, Reginald Daye, should be listed as Regional Advocate. A motion was made by Mr. Parker to approve the policies with changes. The motion was seconded by Dr. Dawson and unanimously approved without further discussion.

Ms. Zaneveld advised the affiliates to change all reference in their documentation and policies to HPR5 LHRC as we are the SEA LHRC.

Integrated Health Services is seeking affiliation for outpatient SUD program from the SEA LHRC. It was noted by Ms. Pegram that the service description should reflect services provide to "children" instead of "adolescents" as it was determined that licensing was given for children. It was also noted by Integrated Health Services that they will use the same policy and program rules for this program that have been previously approved by the SEA LHRC. A motion was made by Mr. Parker to approve the policy with changes. The motion was seconded by Ms. Pegram and unanimously approved without further discussion.

The ARC of the Virginia Peninsula presented a Behavioral Health Management policy on monitoring and surveillance in common areas. The videos will be used as an archive to support complaints. Videotapes will be used on a rotating basis and will be deleted within no longer then 90 days if no complaints filed during that time. Clients will be made aware of the video monitoring and surveillance before any monitoring is done. A written policy for notification of clients will be developed and submitted for LHRC approval. Ms. Zaneveld provided feedback on the policy and requested that changes be made and presented to the committee on April 16, 2013 at 5:30 PM. A motion was made by Mr. Parker to withhold approval of the policy until April 16, 2013. The motion was seconded by Ms. Pegram.

VII. Agency Reports:

Fourth Quarter Reports presented by:

- American Treatment Center- Present and provided report. Ms. Oaks will submit all future reports and ensure that past reports are received by the committee members
- The ARC of the Virginia Peninsula- Present and provided report
- Colonial Behavioral Health- Present and provided report

- Connect Youth and Family Services- Present and provided report
- Family Behavioral Health and Healing- Present and provided report
- Gray's Family Services- Present and provided report
- H-NCSB- Present and provided report
- Integrated Health Services- Present and provided report
- Lutheran family Services- Present and provided report
- Mid-Atlantic Family services- Present and provided report
- Second Chance Youth Services- Present and provided report Together Lives Change- Present and provided report

VIII. Closed Session:

A motion was made by Dr. Dawson and seconded by Mr. Parker at 7:45 PM that the SEA-LHRC go into Closed Session pursuant to VA Code § 2.2-3711 (A paragraph 4), for the purposes of protecting the privacy of individuals in the personal matters not related to public business, namely for the purpose of hearing from Second Chance Youth Services, The Arc Of the Virginia Peninsula, and Hampton-Newport News Community Services Board, Colonial Behavioral Health, and Together Lives Change to review patient information pursuant to the regulations.

A motion was made by Mr. Parker and seconded by Dr. Dawson to exit Executive Session at 8:05 PM.

After exiting executive session all members certified that to the best of each member's knowledge only private business matters identified in the motion to convene the executive session were discussed in executive session. A recommendation was made to Second Chance Youth Services to provide formal training. A recommendation was made to Together Lives Change to modify corrective measures for CPI technician.

IX. Adjournment:

A motion was made by Mr. Parker to nominate Ms. Pegram as Chair; the motion was seconded by Mr. Moran and unanimously approved by the committee. A motion was made by Dr. Dawson to nominate Mr. Parker as Vice Chair; the motion was seconded by Ms. Pegram and unanimously approved by the committee. A motion was made by Mr. Parker to nominate Mr. Moran as Secretary; the motion was seconded by Ms. Pegram and unanimously approved by the committee. There being no further business, Mr. Parker made a motion to adjourn the meeting and seconded by Dr. Dawson at 8:24 PM.

The next meeting of the SEA- LHRC will be held on July 9, 2013 at 5:30pm

Minutes Submitted by:

Christopher Jones

Affiliated- Colonial Behavioral Health